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COLCHESTER BOARD OF EDUCATION
Regular Meeting

Tuesday, May 13, 2025
5:00 PM
William J. Johnston Middle School Black Box Theatre

MINUTES

BOARD MEMBERS PRESENT : Chair Donna Antonacci, Vice-Chair Christopher Rivers, Secretary Margo Gignac, Alexander Oliphant, Michelle Millington, Rosemary Gignac and Stefanie Tracey-Calash.

ADMINISTRATION PRESENT : Superintendent Daniel P. Sullivan, III, Assistant Superintendent Jessica L. Kuckel, Director of Pupil Services Eve Hurley, Assistant Director of Pupil Services Rebecca Tedesco, Bacon Academy (BA) Principal Amy Begué, BA Assistant Principal Michael Mal, William J Johnston Middle School (WJJMS) Principal Christopher Bennett, Colchester Elementary School (CES) Principal Judy O'Meara, CES Assistant Principal Meghan Amado.

OTHERS PRESENT : Director of Finance and Operations Rachel Linkkila, Instructional Technology Coordinator Barbara Johnson, Executive Assistant to the Superintendent Alyssa Fratoni, Student Board Member Abigail Stillwell

1. **MEETING OPENING**
   1.1. Call to Order
   D.Antonacci called the meeting to order at 5:00 PM

   1.2 Roll Call
   M.Gignac and R.Gignac present via Zoom.
   A.Oliphant, M.Millington, C.Rivers, D.Antonacci and S.Tracey-Calash present in person.

   1.3 Pledge of Allegiance

2. ***ADDITIONS / CHANGES TO THE AGENDA**
   2.1. *Proposed New Agenda Item
   Motion by: C.Rivers
   Motion to add BA Exam Bus under the Superintendent's Report section.
   Second: M.Gignac
   Roll Call: All in favor
   Vote: Motion carried

3. **RECOGNITIONS / ACKNOWLEDGEMENTS**
   3.1. Recognition of Bacon Academy Class of 2025 Valedictorian and Salutatorian

BA Principal Amy Begué presented Charles Rose as Bacon Academy's Class of 2025 Salutatorian. Congratulations Charles! The Class of 2025 Valedictorian will be recognized at the June Board Meeting.

A.Stillwell arrived at 5:03 PM

3.2. ERTA Program Spotlight Presentation

Program Leaders Alisha Natelle and Joe Prignano, along with students Victoria and David, presented what ERTA has been up to this school year. From working programs to field trips, students have been having a great time!

4. STUDENT BOARD MEMBERS REPORT

4.1. Report from Student Board Members

A.Stillwell stated that Valedictorian and salutatorian recognitions have taken place, along with preparations and celebrations for prom. Junior Wellness Day was held and Staff Appreciation Week was celebrated, recognizing the hard work and dedication of faculty and staff. Bacon Science Night was a success, engaging students and families in hands-on science experiences. AP testing is currently underway. Band and choir concerts are approaching and spring sports seasons are wrapping up. Additionally, plans are underway for the annual Grad Walk and graduation preparations are in full swing.

5. PUBLIC COMMENT

5.1. For Public Comments, please see Bylaw on Meeting Conduct
None.

6. *CONSENT AGENDA

6.1. *Approval of Regular Meeting Minutes of April 8, 2025
Motion by: C.Rivers
Motion to approve Consent Agenda items 6.1-6.7
Second: M.Gignac
Roll Call: All in favor
Vote: Motion carried

6.2. *Approval of Special Meeting Minutes of April 10, 2025
See 6.1

6.3. *Approval of Special Meeting Minutes of April 21, 2025
See 6.1

6.4. *Approval of Special Meeting Minutes of April 29, 2025
See 6.1

6.5. *Approval of Friends of Football Donation to BA
See 6.1

6.6. *Approval of BA Girls Lacrosse Fundraising Event
See 6.1

6.7. *Approval of BA Boys Lacrosse Fundraising Events
See 6.1

7. REPORTS FROM COMMITTEES

7.1. Budget Finance Committee
C.Rivers went over the monthly budget reports and the transfers over and under $5000
Motion by: M.Gignac
Motion to approve transfers over $5000

Second: M.Millington
Roll Call: All in favor
Vote: Motion carried

7.2. Curriculum Committee
D.Antonacci reported that the last meeting for this school year was held earlier today to discuss the ELA Programs at WJ. The next meeting will be in Fall 2025.

7.3. Facilities Committee
C.Rivers stated there was nothing to report.

7.4. Policy Committee
D.Antonacci stated they are in between meetings.

8. POLICY FIRST READ

8.1. 4116.34 *Reports of Suspected Abuse or Neglect of Adults with an Intellectual Disability or Autism Spectrum Disorder*
Agenda Items 8.1-8.3 will go to second read at the next regular Board of Education Meeting.

8.2. 4252.6 *Family Medical Leave Act Policy*
See 8.1

8.3. 5131.911 *Bullying Prevention and Intervention*
See 8.1

9. POLICY SECOND READ

9.1. 1120 *Public Comment & Correspondence at Board Meetings*
Motion by: M.Millington
Motion to approve edits to Policy 1120 *Public Comment & Correspondence at Board Meetings*
Second: M.Gignac
Roll Call: All in favor
Vote: Motion carried

9.2. 4111.1 *Affirmative Action : Recruitment and Selection*
Motion by: C.Rivers
Motion to approve edits to Policies in Agenda Items 9.2-9.13
Second: S.Tracey-Calash
Roll Call: All in favor
Vote: Motion carried

9.3. 4111.2 *Vacancies*
See 9.2

9.4. 4111.3 *Minority Recruitment Plan*
See 9.2

9.5. 4112 *Appointment and Conditions of Employment*
See 9.2

9.6. 4112.5 *Employment Checks*
See 9.2

9.7. 4117.1 *Retirement*
See 9.2

9.8. 4117.31 *Return to Work Program*
See 9.2

9.9. 4118.11 *Non-Discrimination Policy*
See 9.2

9.10. 4118.14 *Nondiscrimination on the Basis of Disabilities*
See 9.2

9.11. 4131 *Professional Growth and Development : Appendix*
See 9.2

9.12. 4212.42 *Drug and Alcohol Testing for School Bus Drivers*
See 9.2

9.13. 4218.3 *Duties*
See 9.2

10. REPORT FROM THE SUPERINTENDENT

Motion by: C.Rivers
Motion to add New Website Update to section 10
Second: S.Tracey-Calash
Roll Call: All in favor
Vote: Motion carried

10.1. Staff Appreciation

Last week was Staff Appreciation Week. Administration and the PTO went out of their way to recognize the contributions of all staff members. The district provided lunch, and families were notified via email to highlight the significance of the week and encourage their participation.

10.2. District Childcare

Superintendent Sullivan stated that last week, he attended a meeting at EASTCONN focused on addressing the "childcare desert" in this region of Connecticut. The program at CES was highlighted in connection with Little People's Play Place, Too and was presented as a potential model for what other employers can implement. Approximately 25 students have already signed up for the program for next year.

10.3. District Accreditation

Over the past few months, a representative from NEASC has met with the administrative team. While the high school has been accredited for several years, this initiative would extend accreditation to the entire district. The process includes a self-study and a series of visits to evaluate the effectiveness of the schools. The Superintendent asked the Board's opinion on this and it was determined that we will invite a NEASC representative to the June meeting to present further details.

10.4. Food Services RFP

R.Linkkila and A.Barillari have been working to partner with the state on a RFP for food services. They plan to provide an update in June, with the goal of releasing the RFP and receiving proposals in July, in order to have more information available for the August meeting.

10.5. SoundFields Update

A.Barillari and Superintendent Sullivan have been working with an audio consultant and hope to finalize plans this week. The goal is to order equipment soon and schedule installation during the

summer and school vacations in the 2025-2026 school year.

10.6. BA Exam Bus

Final exams are scheduled for June 9-11. During this period, an exam bus schedule could be implemented, offering an alternative pickup time at 11:05 AM instead of waiting for the WJ buses in the afternoon. Bus 1 would stop at Town Hall, Homestead, 392 Main, and the RecPlex. Bus 2 would stop at Cragin Library and Westchester Market. There is also the capability to run an additional route if needed. Principal Begué will be sending a letter to families requesting that they indicate which bus their student will need and on which days.

10.7. New Website Update

B.Johnson provided an update on the new website, which is designed to be welcoming to families and the community while presenting information in a clear, easily digestible format. The site will pull content directly from ParentSquare and will bring the district into compliance with ADA requirements. More details will be shared in June. A communication will be sent to the learning community and staff in the coming weeks. The hard launch is scheduled for June 1, with server migration occurring in mid-June. There will be a four-week overlap during which both the old and new sites will be accessible.

11. *PRIORITY DISCUSSION / ACTION ITEMS

11.1. *Appointment of WJJMS Principal

Motion by: M.Gignac

Motion to appoint Meghan Amado as the new WJ Principal effective August 18, 2025.
Second: S.Tracey-Calash
Roll Call: All in favor
Vote: Motion carried

Congratulations to Meghan Amado. Amado will be the Interim Assistant Principal at WJ from July 1, 2025 to August 15, 2025 then begin as the Principal of WJ on August 18, 2025.

11.2. Youth Services Survey Data Presentation & Discussion

Marquis Lawson and Youth Action Council Member/BA Junior Alan Quinone presented the data from the Youth Services Survey given in the Fall of 2024. An important note that M.Lawson made was that the survey used skip logic with responses, so if a student answered that they did not have any experiences with drugs or alcohol, the survey would not present any further questions on that topic. The presentation went over the responses to various sections of content, including gaming, social media, anxiety, emotional health, substance use, gambling, parental/peer interactions, risk/harm and stress.

12. REPORT FROM SCHOOL LIAISONS

12.1. CES

S.Tracey-Calash stated that there were beautiful Mother's Day gifts that went home from the classrooms. She also stated that there are fun things ahead on the schedule including Field Trips and Fun Day!

12.2. JJIS

Nothing to report.

12.3. WJJMS

C.Rivers stated that WJ has a new Principal and will be looking for a new Assistant Principal.

12.4. BA

D.Antonacci stated that Awards Nights are coming up.

13. BOARD ANNOUNCEMENTS / INFORMATION ITEMS

13.1. Items of Correspondence

It was noted that there was a change to the calendar for the 2025-2026 school year. The half day was changed from after Memorial Day to before. The corrected schedule is on the website.

13.2. Next Meeting

June 10, 2025

14. *PROPOSED EXECUTIVE SESSION

14.1. *Discussion and Possible Action on the Superintendent's Annual Evaluation and Contract

Motion by: M.Gignac
Motion to move into Executive Session and invite Superintendent Sullivan.
Second: C.Rivers
Roll Call: All in favor
Vote: Motion carried

The Board moved into executive session at 6:40 PM
M.Gignac and R.Gignac arrived in person at 6:40 PM
The Board returned from executive session at 6:52 PM

Motion by: C.Rivers
Motion to extend Superintendent Sullivan's contract by one year.
Second: R.Gignac
Roll Call: All in favor
Vote: Motion carried

15. ADJOURNMENT

Motion by: M.Gignac
Motion to adjourn.
Second: M.Millington
Roll Call: All in favor
Vote: Motion carried

C.Rivers adjourned the meeting at 6:53 PM

Respectfully submitted,

Alyssa Fratoni
Executive Assistant to the Superintendent